

PROCUREMENT MANAGEMENT STAFF, OL  
WEEKLY REPORT  
Week Ending 27 September 1988

1. Status of Tasks Assigned by Senior Management:

25X1

2. Major Events That Have Occurred During the Preceding Week:

a. The CORE Team Automated Prototype (CTAP) Project has started to receive some of the hardware and software items ordered at the end of August. As of this date, all local area networks (LAN) cables, one of the two laser printers and all personal computer software packages for CTAP have been received by the PMS Project Team. The balance of the hardware and software items needed in order to implement the CTAP is expected to be delivered by the middle of October.

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Pending the arrival of the remaining components of the CTAP, the PMS Project team is writing a facility plan, a security plan, training plan and a system configuration management plan. These documents will be completed by 7 October.

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SUBJECT: OL/PMS Weekly Report for the Period Ending  
27 September 1988

25X1 Finally, the PMS Project Team has scheduled the unpacking,  
inspecting and operational testing of the CTAP LAN fifteen page per  
minute laser printer received 26 September. This laser printer will  
be connected in PMS. It is expected that this printer will be  
checked out and working by 3 October. [ ]

25X1 b. [ ] quickly responded to a request by  
OL/P&TS to compile a listing of all MLM Careerists, GS-11 and  
above. The listing included the name, current assignment, date of  
current assignment, previous assignment and the date of the previous  
assign for each employee. That particular data is stored in the  
25X1 PROCORG database that is maintained by OL/PMS. [ ]

25X1 c. OL/PMS also responded to a request for a report from the  
PROCORG database by Chief, Agency Contracts Group. C/ACG requested  
a separate listing of all MLM careerists by team. Other information  
on procurement personnel included on the listings were grade, date  
of birth, date of current assignment, previous assignment and date  
of previous assignment. [ ]

25X1 d. [ ] reported that all Federal Acquisition  
Circulars (FACs) through FAC 84-38 and all Defense Acquisition  
Circulars (DACs) through DAC 86-40 have been reviewed for potential  
Revisions to the CIA Contracting Manual (CCM). No significant  
25X1 changes are required at this time. [ ]

25X1 e. OL/PMS has prepared a report for IMSS on Significant  
Accomplishments for FY 1988. The updated Milestone Charts for the  
Fourth Quarter FY 1988 are also being prepared for submission. [ ]

25X1 f. [ ] reported that he reviewed the proposed Agency  
Regulation on contracts that may involve testing on humans and found  
nothing objectionable. He also reviewed legislation HR 5158, the  
Consultant Registration and Reform Act, and forwarded an opinion and  
recommendation to the Office of Congressional Affairs (OCA).  
25X1 Additionally, [ ] conferred with CONIF, C/A&CD and OGC on  
Agency compliance with IRS 6050M to report tax information on Agency  
25X1 contractors. The Agency, will have to report tax information on  
Agency contracts. [ ]

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SUBJECT: OL/PMS Weekly Report for the Period Ending  
27 September 1988

EO  
Nuhst week -  
We need a complete  
report on FY-88 -  
to be submitted  
to SDA.

g. The 15 September cutoff for FY 1988 has apparently resulted in a successful conclusion to the Fiscal Year. After allowing CONIF four days to input obligations incurred prior to close of business on 15 September, [redacted]

3. Upcoming Events:

The Agency Contract Review Board will meet on Tuesday, 11 October in Room 2C19 at 1300 hours. [redacted]

On 27 September 1987 the last scheduled ACRB meeting of the year was held in 2C19. Special materials were prepared by PMS for discussion among ACRB members. [redacted]

On 30 September 1988 a visitation will be made by C/PMS/OL with C/OTE/AD and the Logistics Officer. [redacted]

4. Management Activities and Concerns:

a. [redacted] will be on annual leave through 30 September 1988.

b. [redacted] will be on annual leave for the period of 3 October through 14 October 1988. [redacted]

c. [redacted] was on annual leave for the period 21 through 23 September 1988. [redacted]

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